

**DATE:** December 1, 2004

**TO:** County Emergency Management Directors

**FROM:** Ron Kasperski, State Hazmat Coordinator

**SUBJECT:** **Course Recruitment: CAMEOfm (BASIC) Computer-Aided Management of Emergency Operations – (C103-B)**

Wisconsin Emergency Management will sponsor the course entitled **CAMEOfm (BASIC) – Computer-Aided Management of Emergency Operations – (C103-B)** on **FEBRUARY 1-3, 2005**. The course will be conducted at the **Wisconsin Military Academy at Ft. McCoy, Wisconsin** beginning at 8:00 a.m. on Tuesday, February 1<sup>st</sup>, and conclude at approximately 4:30 p.m. on Thursday, February 3, 2005. Dress is casual.

CAMEOfm is a system of software applications used to plan for and respond to chemical emergencies. It is one of the tools developed by EPA's Chemical Emergency Preparedness and Prevention Office (CEPPO) and the National Oceanic and Atmospheric Administration (NOAA) to assist front-line chemical emergency planners and responders. CAMEOfm can be used with other computer applications to access, store, and evaluate information critical for developing emergency plans. In addition, CAMEOfm supports regulatory compliance by helping users meet the chemical inventory reporting requirements of the Emergency Planning and Community Right-to-Know Act (EPCRA), and it can be used with other software packages to display EPA environmental databases and demographic/economic information. The CAMEOfm system integrates a chemical database and a method to manage the data, an air dispersion model, and a mapping capability sharing critical information in a timely fashion

**We request that you recruit attendees from within your emergency management community who have little, or no experience with the CAMEO Program and would benefit from this basic, beginner's course. Basic knowledge of the WINDOW'S OPERATING SYSTEM is a "pre-requisite" for taking this course.**

Wisconsin Emergency Management training funds are covering the cost of instruction, computers, and software needed for this course. Students are requested to bring their own laptop computers if one is available. If people travel more than **50 miles one way**, and do not desire to commute, we will provide lodging and meals for participants at the Wisconsin Military Academy at Ft. McCoy, WI. The cost of travel and any other incidentals associated with your stay is the responsibility of the individual (or their organization). Attendees seeking reimbursement should check with their LEPC in regard to reimbursement possibilities.

Please have prospective participants complete the attached registration form, and mail/fax the form to your Regional Office no later than **JANUARY 1, 2005**. Additional administrative information will be provided in a letter of confirmation to be sent when the course roster has been finalized.

Thank you for helping us bring emergency management training to your community. If you should have any questions, or need further information, please call your Regional Director, or Ron Kasperski at (608) 242-3228.

Encl: Registration Form

cc: Wisconsin Emergency Management Staff  
Wisconsin Emergency Management Regional Offices  
Hazardous Materials Regional Teams  
Robert Bradley

REGISTRATION INFORMATION

**CAMEOfm (BASIC): COMPUTER-AIDED MANAGEMENT OF  
EMERGENCY OPERATIONS – (C103)**

**FEBRUARY 1-3, 2005**

**FT. MCCOY, WI**

*Please complete the information below and send it to your County Director by January 1, 2005. County Directors must submit this registration to their Region Office no later than January 2, 2005. Due to the demand for emergency management training, we recommend that you submit your applications as soon as possible (Reproduce this sheet locally for additional people.)*

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

(PRINT CLEARLY)

TITLE \_\_\_\_\_ AGENCY \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_

(MUST BE PROVIDED TO REGISTER)

HOME ADDRESS \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTY \_\_\_\_\_

WORK PHONE # \_\_\_\_\_ FAX #: \_\_\_\_\_ E-MAIL \_\_\_\_\_

\_\_\_\_\_ CHECK HERE IF YOU HAVE BASIC KNOWLEDGE OF THE WINDOWS OPERATING SYSTEM

\_\_\_\_\_ I will bring my own LAPTOP COMPUTER.

*State Privacy Provision*  
*Authorization: Wisc Stats 166.03 and E.O. 9397.*  
*Disclosure: Disclosure of personal information is voluntary; however, nondisclosure may result in delay in processing your application. Secondary Purpose: In accordance with Wisconsin Privacy Provision 15.04(m) Wisc Stats, the personal information you provide may be used for purposes other than for which it was collected.*

**LODGING INFORMATION**

\_\_\_\_\_ I live within 50 Miles, and do not need a room

\_\_\_\_\_ I live over 50 miles away; please reserve a room on the following nights:

**(PLEASE CIRCLE THE NIGHTS THAT YOU NEED A ROOM)**

**MONDAY, JANUARY 31, 2005**

**TUESDAY, FEBRUARY 1, 2005**

**WEDNESDAY, FEBRUARY 2, 2005**

**Do you require any special accommodations for a physical disability?**

**SIGNATURE OF COUNTY EM DIRECTOR/DATE OF RECEIPT: \_\_\_\_\_**

**SIGNATURE OF REGIONAL DIRECTOR/DATE OF RECEIPT: \_\_\_\_\_**